



FEB News & Events

Oregon Federal Executive Board

Partnerships for a More Cost Effective Federal Government

www.oregon.feb.gov



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October 2004

In Brief . . .

- **2004 Combined Federal Campaign Underway**

A sure sign that the year has flown by is when the Combined Federal Campaign (CFC) comes around again. This year's Columbia River/Willamette Valley CFC officially launches **Oct. 1st, and continues through Nov. 12th**. Kickoff week features several events to help us all get involved. "Community Building Week," Oct. 2-6, offers chances for federal employees to volunteer at several local charities. Contact your agency coordinator for details.



"Charity Fairs" will be also held at federal buildings throughout the Portland metro area, so employees can meet charity representatives and find out more about their organizations. All federal employees are encouraged to attend any one of the fairs. The four initial fairs, all located in Portland, are:

Oct. 4, 10 a.m.-2 p.m. - Robert Duncan Plaza
Oct. 6, 10 a.m.-2 p.m. - Green-Wyatt Federal Bldg.
Oct. 7, 9 a.m.-1 p.m. - U.S. Postal Svc. District Office
Oct. 14, 10 a.m.-2 p.m. - Bonneville Power Admin.

Also look through the Online Searchable Directory of all participating charities and watch the new local CFC video at www.oregon.feb.gov/cfc.

The CFC is the only authorized solicitation of employees in the federal workplace on behalf of charitable organizations. The Columbia River/Willamette Valley CFC serves 21,600 federal employees in Oregon and SW Washington, and over 2,000 charities are part of this year's local campaign. The Oregon Federal Executive Board administers the local CFC. If your agency has not yet received campaign materials or been contacted about them, please get in touch with Jeff Sargent of the OFEB at 503-326-3030 or jsargent@pcez.com.

- **FEMA COOP Training in Portland, Nov. 16-18**

The Federal Emergency Management Agency of the Dept. of Homeland Security is pleased to announce a Continuity of Operations (COOP) Manager's Training Course to be held in Portland, **November 16-18, 2004**, 8:00 a.m. - 4:30 p.m., at Edith Green/Wendell Wyatt Federal Building, 1220 S.W. 3rd, Room G-70.

The objective of this course is to provide COOP training for Program Managers at the Federal, State, Local, and Tribal levels of government. This training includes a train-the-trainer module to equip the managers to train the course to others. The course instructor is Herman Perry, Branch Chief of the Office of National Security Coordination.

Upon completion of this course, participants should be able to do the following: define COOP; explain the business benefits of COOP; identify the elements of a viable COOP capability; and identify the processes, resources, and tasks necessary to implement and manage a successful COOP Program.

There is no cost for the training; however, the employee's agency is responsible for all travel costs. Class participation is limited to 40 slots, and the registration deadline is November 5th. To register, please submit a FEMA Form 75-5 to: DHS FEMA Region 10, Attn: June Uson, Fax No. 425-487-4777 or email at june.uson@dhs.gov. You can find the Form 75-5 and a flier for the course on the Oregon FEB web site's Employee Training page, at www.oregon.feb.gov.

- **FEHBP Open Season Health Fairs Coming**

The 2004-05 Federal Employee Health Benefits Program Open Season will run from **Nov. 8 - Dec. 13**. During this period, employees can change their health care options or providers. Health fairs have been scheduled at federal facilities throughout Oregon & SW Washington during open season so federal employees can meet representatives from health care providers and find out more about their programs. Some of the major local fairs include:

Nov. 8th - Transportation Security Admin.
Nov. 9-10 - U.S. Postal Service District Office
Nov. 16 - Bonneville Power Admin., Portland Hdqtrs.
Nov. 17 - Bonneville Power Admin., Vancouver
Nov. 18 - Robert Duncan Plaza, Portland
Nov. 30 - VA Medical Center, Portland & Vancouver
Dec. 7 - Green-Wyatt Federal Bldg., Portland

A more detailed calendar of these fairs can be found at www.oregon.feb.gov. The Oregon FEB coordinates the calendar of fairs so federal agencies and health care providers can maximize their schedules. Contact Mary Ceciliani with questions, at 503-326-3010 or mcecilia@pcez.com.

OFEB CALENDAR

October 2004

10/1, 8 a.m.-4 p.m.	MBOC MED Week Luncheon
<p>The Minority Business Opportunity Committee's (MBOC) Annual Awards Luncheon includes an Opportunity Fair this year. The fair features booths from 52 large organizations in Oregon that strive to provide contract opportunities to minority and disadvantaged businesses.</p> <p>Location: Oregon Convention Center, Oregon Ballroom 777 NE Martin Luther King, Jr. Blvd. Portland, Oregon 97232</p>	
10/5-6 8:30 a.m.	FERS Retirement & Estate Planning
<p>Experienced trainers offer in-depth insight into what you need to do to build and protect your retirement savings.</p> <p>Location: Green-Wyatt Federal Bldg. 1220 SW 3rd Ave., Room 272, Portland</p> <p>Day 1: 8:30 a.m. – 4:00 p.m. (registration 8:00 a.m.) Day 2: 8:30 a.m. – 12:00 noon</p> <p>Cost: \$100 for federal employees, \$40 for non-federal spouses. THIS CLASS IS FULL. The 2005 schedule will be released Dec. 1st. Contact Mary Ceciliani at mcecilia@pcez.com or 503-326-3010 for questions.</p>	
10/6, 2-4 p.m.	Shared Neutrals/ADR Committee
<p>Monthly meeting of the OFEB's alternative dispute resolution services for federal, state and local governments.</p> <p>Location: Robert Duncan Plaza 333 SW 1st Ave., 10th Floor Portland, OR 97204</p>	
10/14, 10:30 a.m.-12 noon	Minority Business Comm.
<p>Monthly meeting of the OFEB's Minority Business Opportunity Committee (MBOC), a collaboration of federal, state, local and private sector organizations committed to enhancing opportunities for minority businesses to earn government contracts.</p> <p>Location: Port of Portland 121 NW Everett St. Portland, OR 97209</p>	
10/19-20, 9 a.m.-4:30 p.m.	Shared Neutrals Training
<p>The Shared Neutrals Committee's 2nd annual Fall Mediator's Training, featuring Betsy BeMiller of Workplace Resolutions & Dispute Resolution Systems of Seattle. Betsy will share an eight-stage mediation model for working with groups in conflict. A managers' session will be held Oct. 19.</p> <p>Location: Water Resources Center 4600 SE Columbia Way Vancouver, WA 98661</p> <p>Mediators or agency managers who wish to attend should contact Karin Waller at ofeb@pcez.com.</p>	



October 2004

FEDERAL AGENCY FOCUS

Agency Name: Federal Highway Administration, Western Federal Lands Highway Division

Director: Ronald W. Carmichael

Address: 610 E. Fifth Street

Vancouver, WA 98661

Phone: 360-619-7700

Web Page: <http://www.wfl.fha.dot.gov/>

Service Area: Alaska, Idaho, Oregon, Montana, Washington

About 30 percent of the land in the United States falls under the jurisdiction of the Federal government. The Federal Lands Highway Program is an element of the Federal Highway Administration (FHWA) of the U.S. Department of Transportation. FHWA provides funding for a coordinated system of public roads on tribal and federally owned lands.

Agency Purpose: The Federal Lands Highway (FLH) Program is a core business unit of the Federal Highway Administration and works in cooperation with Federal Land management agencies such as the National Park Service, the U.S. Forest Service, the Bureau of Indian Affairs and the U.S. Fish and Wildlife Service to plan, design, construct, and rehabilitate highways and bridges on federally owned lands. This includes forest highways, public lands highways, park roads, parkways, refuge roads, and Indian reservation roads.

FLH roads serve recreational travel and tourism, protect and enhance natural resources, provide sustained economic development in rural areas, and provide needed transportation access for visitors to Federal and Native Americans. Overall, FLH provides funding for more than 90,000 miles of federally-owned and public-authority owned roads which serve Federal lands.

The agency also directs the conduct of transportation planning and engineering studies, and administers the Emergency Relief program for Federally Owned roads (ERFO). The FLH field organization consists of three divisions: Western, Central, and Eastern.

Local Programs: The Western Federal Lands Highway Division (WFLHD), located in Vancouver, WA operates as part of the Federal Lands Highway Program, serving Oregon, Washington, Idaho, Montana, Wyoming, and Alaska. WFLHD actively administers the surveying, design and construction of forest highway system roads, parkways and park roads, Indian reservation roads, defense access roads, and other Federal lands roads. WFLHD also provides training, technology, deployment, engineering services, and products to other customers.

WFLHD has 193 dedicated and talented government employees who are assisted by a cadre of contractors and Architectural and Engineering (A/E) firms.

COMMITTEE CORNERS

Policy Committee

Next Mtg.: Dec. (TBD)

News: The next meeting will welcome the new OFEB Chair for FY 2005, Jerry Lorang of the VA Regional Office. The agenda will also include a review of the action items to the FY '05-'07 strategic plan and the Admin. Services Workforce Development meeting.

Administrative Services

Next Mtg.: Oct. 13th, 8:30-10:30 a.m., Green-Wyatt, #315, by invitation only.

News: Input into structure and execution of the OFEB FY '05-'07 goal relating to Workforce Development.

Combined Federal Campaign

Next Mtg.: Leadership Team - Oct. (TBD).

News: The 2004 CFC kicks off Oct. 1 with charity fairs and a "Community Building Week," which offers federal employees the chance to volunteer at local non-profit organizations.

Emergency Preparedness

Next Mtg.: Oct. (TBD), 9-10 a.m., Federal Highway Admin., 610 E. Fifth St., Vancouver, WA 98661.

News: The Sept. meeting was postponed due to local emergency managers travelling to Florida to help with hurricane recovery. The Emergency Prep Committee's focus will be business disruption safety planning for FY 2005.

Employee Retention & Development

News: The FERS Retirement and Estate Planning seminar on Oct. 5-6 is FULL. All remaining seminars for CY 2004 are also full. A new schedule of 2005 dates will be released Dec. 1. FEHBP Open Season Health Fairs have been scheduled (see pg. 1), and can also be found at www.oregon.feb.gov.

Minority Business Opportunity

Next Mtg.: Oct. 14, 10:30 a.m.-12 noon, Port of Portland.

News: Summary of the 2004 MED Week Awards Luncheon and Opportunity Fair.

Public Affairs

Next Mtg.: November (TBD)

News: The next meeting agenda is expected to feature "Congressional Relations," a panel discussion with local congressional staffers on how Congress works and the best ways to communicate with them.

Shared Neutrals/ADR

Next Mtg.: Oct. 6, 2-4 p.m., Duncan Plaza, 333 SW 1st Ave., 10th floor, Portland.

News: Topics will include the fall training, recommendations from the Ad-Hoc Committee on Facilitation, Strategic Plan Action Items and updates on new agencies and liaisons.

OFEB Policy Committee Officers

OFEB Chair:

Cathy Callahan, National Labor Relations Board

Vice-Chair:

Jerry Lorang, Veterans Affairs Regional Office

At-Large Members:

Anne Badgley, Regional Ecosystems Office

Michael Campbell, Bureau of Land Management

Randy Crockett, Social Security Administration

Kathy Eaton, Bureau of Land Management

Janice Goodwin, Nat'l Agricultural Statistics Service

Bob Graham, Natural Resources Conservation Service

Harry T. Hall, Fed. Energy Regulatory Commission

Captain Paul Jewell, U.S. Coast Guard, Marine Safety

Lt. Col. Charles Markham, Army Corps of Engineers

Les Miller, Army Corps of Engineers

Lynda Stelzer, Bonneville Power Administration

Frank Williams, Indian Health Service

Committees & Chairs

Administrative Services

Kathy Eaton, Bureau of Land Mgmt., 503-808-6092

Lynda Stelzer, Bonneville Power Adm., 503-230-4966

Combined Federal Campaign

Jim Johnson, U.S. Postal Service, 503-294-2523

Emergency Preparedness

Les Miller, Army Corps of Engineers, 503-808-4400

Gail Dreckman, Bonneville Power Adm., 503-230-3778

Employee Retention & Development

Staffed by Ron Johnson & Jeff Sargent, 503-326-3030

Minority Business Opportunity Committee

Mary Witty, Small Business Admin., 503-326-5105

Rhonnda Edmiston, Port of Portland, 503-944-7587

Public Affairs

Michael Campbell, BLM, 503-808-6031

Shared Neutrals/Alternative Dispute Resolution

Fran Petersen, Bonneville Power Adm., 503-819-1087

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